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ABSTRACT

The faculty constitution and by-laws covers academic freedom and faculty responsibility, meetings, the faculty senate, faculty-student relations, committees, chairperson and administrator evaluations, adjudication committee, separability, and provision for amendments. (MSE)

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MORGAN STATE UNIVERSITY FACULTY CONSTITUTION

AND BY-LAWS

Submitted by

The Ad Hoc Committee on University Governance:

Dr. Benjamin F. Smith, Chairperson

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Morgan State University

Cold Spring Lane and Hillen Road
Baltimore, Maryland 21239

Revised September 20, 1977

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MORGAN STATE UNIVERSITY FACULTY CONSTITUTION

PREAMBLE

The Faculty of Morgan State University, within the scope of the University mission, and in order to perform its central functions of teaching research and community service at the highest levels of excellence; to assume its rightful responsibilities for University governance with the highest level of integrity; to participate with the Administration in the formulation, review, amendment, and execution of institutional policies and programs primarily affecting the Faculty; to act as an advisory unit on problems affecting the student body and other aspects of University life; to provide a medium for initiating action on matters relevant to teaching and fulfilling professional responsibilities; to assure that these functions and responsibilities are carried out with the most careful regard for coordination with other components of the University community, and to safeguard due process and academic freedom, does create this Constitution.

Article I: Definition of Faculty

The Faculty shall consist of all full-time instructional, research and supporting staff who qualify for and are granted the rank of Professor, Associate Professor, Assistant Professor, or Instructor. This may include full-time research persons who are assigned to an academic department, Professional Librarians, Teaching Counselors, the Dean of each School in the University, Chairpersons of Academic Departments, Director(s) of Academic Programs who hold Faculty rank, the President of the University, the Vice President(s) for Academic Affairs and full-time Lecturers providing they hold faculty rank.

Article II: Voting

All persons included in Article I shall have the right to vote in all Faculty meetings.

Article III: University-Wide Faculty

Section 1: Officers

a. The President

The Vice President for Academic Affairs shall be the President of the Faculty, and he shall preside at regular (twice each semester) Faculty meetings. In the absence of the Vice President, the President of the Faculty Senate, or a person designated by the Vice President for Academic Affairs, shall preside.

b. The Secretary

The Secretary, elected from the membership, shall notify the Faculty of all meetings, regular and special; issue the agenda; and, keep the minutes.

c. The Parliamentarian

The Parliamentarian, elected from the membership, shall be the official interpreter of Robert's Rules of Order Revised, which document shall govern the proceedings of the Faculty in all its meetings.

d. Additional Officers

At any time, the Faculty may elect or select additional officers.

Section 2: Meetings

- a. Regular meetings, excluding the Faculty Institutes, shall convene twice each semester of each academic year.
- b. The Vice President for Academic Affairs and the President of the Faculty Senate shall be empowered to create for each Faculty meeting an agenda which shall be followed unless the Faculty votes otherwise. Procedures for developing and circulating this agenda prior to the meeting are outlined in the By-Laws to this Constitution.
- c. Thirty-three (33) percent of the total membership of the Faculty at the beginning of each academic semester shall constitute a quorum. At any meeting of the Faculty in which a quorum is not present and for which agenda and notices have been distributed according to the By-Laws of this Constitution, a two-thirds vote of the members present may suspend the quorum requirement.

Article IV: Academic Freedom and Faculty Responsibility

In conducting classes, engaging in research, publishing the fruits of such research and carrying out extracurricular responsibilities, the Faculty shall enjoy unqualified Academic Freedom. That freedom shall apply as well to all lawful and nonviolent expressions of dissent or efforts toward change within the University community, and all exercising of citizenship rights in the larger society.

Furthermore, as the Faculty member carries out his/her functions in this University, he/she shall be guaranteed due process and equal protection under the law, including freedom from discrimination on the

basis of race, sex, marital or parental status, age, religion or national origin, in accordance with moral principle and all relevant local, state and federal laws.

To safeguard these freedoms the Faculty assumes the responsibility for maintaining scholastic excellence, intellectual and professional integrity and respect for free inquiry and open discussion. The Faculty further recognizes its responsibility to fulfill conscientiously its governance role within the University. To this end, it will participate with the Administration in the formulation, review, amendment and execution of institutional policies and programs primarily affecting the Faculty and act as an advisory unit on problems affecting the student body and other aspects of University life.

Article V: Meetings of the Faculties of the Several Schools

Section 1: Meetings

The Faculty of each school and the Faculty of each academic unit within schools shall meet at least once per semester of each academic year. The Faculty of each school, at the beginning of the academic year, shall establish a calendar of its meetings and the meetings of all its academic units.

Section 2: Voting

Only those persons who hold rank within the academic unit and meet the provision of Article I of this Constitution shall have the right to vote in meetings of the Faculty of Schools or academic units within schools.

Article VI: University Faculty Senate

Section 1: Establishment

Within the framework of the powers delegated to the Faculty by the Board of Regents of Morgan State University, the Morgan Faculty establishes the Faculty Senate to provide a medium for initiating action on matters relative to teaching, research and fulfilling of professional responsibilities.

Section 2: Authority

The Faculty shall delegate to the Senate the authority to act on its behalf when the Faculty is not in session.

The Faculty shall have the power of referendum over all decisions taken by the Faculty Senate, according to procedures established in the By-Laws to this Constitution.

Section 3: Functions

According to procedures and definitions established in the By-Laws to this Constitution, the functions of the Senate shall include, but not be limited to, the right to:

- a. evaluate continually academic policies and programs of study, with the authority to recommend their establishment, abolition or alteration;
- b. review continually, and evaluate, policies pertaining to Faculty Welfare, with the authority to recommend changes and alternative policies;
- c. recommend to the Faculty and to the Board of Regents candidates for certificates, undergraduate, graduate and honorary degrees;
- d. monitor functions of all standing committees of the Faculty;
- e. participate in the selection process whenever an Academic administrative position is to be created or to be filled.

Section 4: Membership

- a. In order to be eligible for membership in the Senate, a Faculty candidate must have completed two (2) full years of service as a Faculty member at Morgan State University.
- b. The Faculty of each department or other Faculty unit shall elect from its members one senator and one alternate by secret ballot.
- c. The senator and the alternate shall serve terms of three (3) years. The senator may serve not more than two (2) consecutive terms.
- d. In case the senator is absent or otherwise unable to serve, the alternate shall serve as senator.
- e. The terms of one-third of the members of the Senate shall expire each year. The Faculty shall, in the By-Laws of this Constitution, make provision for the determination of the terms of the senators initially elected under this Constitution.

Section 5: Officers and Agenda Committee of the Senate

- a. All officers of the Senate except the President shall be elected from the voting Senate membership. The President shall be elected by the Faculty at large. The Senate officers shall be: the Vice President, the Implementation Officer, the Recording Secretary, and the Parliamentarian. The Administration shall provide appropriate staff, office and fiscal support. At any time, the Faculty Senate may elect or select additional officers.
- b. There shall be established an Agenda Committee of the Faculty Senate. The Agenda Committee shall include all Senate officers, as well as the Vice President for Academic Affairs serving in an ex-officio capacity.
- c. There shall be established an Executive Council of the Faculty Senate. The Executive Council of the Senate shall include all Senate officers, with the Vice President for Academic Affairs serving in an ex-officio capacity. Decisions of the Senate Executive Council shall be subject to the approval or disapproval of the Senate.

Section 6: Meetings and Procedures

- a. The regular meeting of the Senate shall be held twice each month throughout the academic year.
- b. Attendance at all regular meetings shall be open to the University community, including the President of the University. The right to speak must be obtained by non-members according to procedures spelled out in the By-Laws to this Constitution.
- c. Minutes and policy recommendations of the Faculty Senate shall be transmitted by the Executive Council of the Senate to the Faculty, and to the President of the University, who shall transmit said minutes and recommendations to the Board of Regents.

Article VII: Faculty-Student Relations

The Faculty shall be sensitive to learning needs and goals of individual students and use every available resource to provide and emphasize academic excellence. Every Morgan student should be given the opportunity to participate in matters of student concern.

Article VIII: Faculty Committees

The legislative and advisory functions of the University Faculty shall be conducted through University Faculty committees. These committees shall be classified as Standing Committees and Ad Hoc Committees.

1. Committee on Committees

The Committee on Committees shall be elected by the Faculty and shall have nine members, of whom not more than one may come from any single department. The President of the Faculty Senate shall be an ex-officio member of the Committee on Committees. The functions of the Committee shall be to make appointments to the Faculty Standing Committees (when appointments are required), review the function and scope of Faculty Standing Committees, to check duplications in committee work, and to create new committees.

2. Creation of a Chart Detailing the Flow of Power and Responsibility

The Committee on Committees must maintain an accurate list of all committees, together with a description of the composition, function, guidelines, and procedures of each committee. Further, the Committee shall construct, and keep current, a reasonably accurate chart indicating the flow of power and responsibility and the channels of progress from the point where a matter for potential committee consideration originates to where it finally rests for action, after it has left each respective committee or station.

3. Standing Committees

Unless otherwise restrained, the Committee on Committees shall appoint or select all Standing Committees.

4. Standing Committee on Tenure and Promotion Policy

The Faculty shall elect each year in plenary session a standing committee which will review and revise the University Uniform Personnel Policy and make recommendations to the President.

Article IX: Evaluation of Chairpersons and Other Administrators

The appointment of each department Chairperson shall be reviewed by the department every three (3) years or earlier upon petition of the department or request of the President of the University. Following such review, the department evaluation shall be forwarded to the President for disposition.

The Faculty shall participate in the evaluation of appropriate Administrators, who shall include the President of the University, the Vice President for Academic Affairs, Deans of the Schools, and academic Directors, as provided for by the Policies and Procedures of the Board of Regents of the University.

Article X: Adjudication Committee

There shall be an Adjudication Committee which shall hear challenges to actions of the Administration, the Faculty as a whole, or Faculty groups, committees, councils, or other bodies with respect to their compliance with the Constitution and By-Laws of the Faculty. The committee shall have the authority to recommend to the President and the Board of Regents the setting aside of any action that it finds in conflict with these documents.

Article XI: Separability Provision

If any provision of this Constitution, or the application thereof, to any person or circumstances is held invalid, the remainder of the Constitution and the application of the provision to other persons not similarly situated or to other circumstances shall not be affected thereby.

Article XII: Amendments

This Constitution may be amended by a two-thirds mail vote of Faculty members eligible to vote provided the proposed amendment has been discussed in a General Faculty meeting at least thirty (30) days before the mail vote.

Article XIII: Adoption

The adoption of this Constitution in no way abridges or diminishes the duties, prerogatives and rights assigned to the Board of Regents collectively and to its members individually by the governmental authorities of the State of Maryland.

This Constitution shall become effective at the beginning of the semester subsequent to its approval by a simple majority of the University Faculty and its acceptance by the Board of Regents.

BY-LAWS TO THE
MORGAN STATE UNIVERSITY FACULTY CONSTITUTION

Article I: Authorization

These By-Laws are adopted pursuant to the powers granted by the Morgan State University Faculty Constitution.

Article II: Definition of Faculty

For the purpose of participating in official Faculty business of Morgan State University, the Faculty shall consist of the persons named in Article I of this Constitution.

Article III: The Secretary and the Parliamentarian to the University Faculty

Section 1: Eligibility

Only full-time Faculty members having academic rank are eligible for election as Secretary or Parliamentarian to the University Faculty.

Section 2: Term of Office

The Secretary and the Parliamentarian to the University Faculty are elected for a period of one year.

Section 3: Duties

The Secretary to the University Faculty shall notify the Faculty of all meetings, regular and special; issue the agenda; and keep the minutes.

The Parliamentarian to the University Faculty shall rule on all matters, according to the latest edition of Robert's Rules of Order and this Constitution and its By-Laws.

Section 4: Election

The Secretary and the Parliamentarian to the University Faculty shall be elected at the first University Faculty meeting of the second semester of the appropriate academic year.

Article IV: University Faculty Senate

Section 1: Officers

- a. Eligibility: Only full-time Faculty members having academic rank and having completed two years of service are eligible for election to the University Faculty Senate.
- b. Faculty members with academic rank are individuals who have been assigned the title of Instructor, Assistant Professor, Associate Professor, or Professor.

Section 2: Electorate

- a. Each full-time Faculty member with academic rank is entitled to vote in the elections of only one academic department and school.
- b. All full-time Faculty members with academic rank shall be eligible to vote in the election for the President of the Senate.
- c. An annual census of full-time Faculty holding academic rank shall be taken in the fall term of each academic year by the Vice President for Academic Affairs. The census shall be used to determine the number which constitutes a quorum and to identify by name, department, and academic unit all full-time Faculty members with academic rank.

Section 3: Election

- a. The President of the Faculty Senate shall be elected at the first University Faculty Meeting of the second semester of the appropriate academic year.
- b. The Vice President, Implementation Officer, Recording Secretary, and Parliamentarian of the Senate shall be elected from and by the Faculty Senate membership at the last regular meeting of the Senate for that academic year.

Section 4: Term of Office

- a. The term of office for an elected representative is three (3) years. However, to establish continuity, the following procedure will be used in determining terms of Senators in the initial (and only the initial) Senate established under the University Faculty Constitution:

The initial Senate (and only the initial Senate) under this Constitution at its first meeting will determine by lot the number of years to be served by each Senator.

Papers bearing the numbers "1," "2," or "3" will be placed in a container. The total number of Senators will be divided by three to establish the value of a third of the total number of Senators. One-third of the slips will bear the number "1," one-third will bear the number "2," and one-third will bear the number "3." Each Senator will draw one slip. The number on the slip drawn will determine the number of years which the Senator will serve.

- b. An elected representative who has served two (2) consecutive and complete terms is eligible for reelection only after one (1) year of absence from the Senate.
- c. The Senate year shall begin on June 16 and shall end on June 15 of the following calendar year.
- d. The terms of office of Senators and Officers of the Senate (except the President of the Senate) begin at the end of the last regular meeting of the Faculty Senate for the academic year. Their terms shall expire at the end of the last regular meeting of the Faculty Senate of the appropriate year.
- e. The term of office of the President of the Senate shall be for a two (2) year period. A President who has served two (2) consecutive partial and/or complete terms is eligible for reelection only after one (1) year of absence from the Senate.
- f. Within ninety (90) days following the Board of Regents' adoption of the University Faculty Constitution and its By-Laws, the Faculty shall meet to elect the President of the Senate, and the Departments to elect their Senators and Alternates. These elected individuals shall constitute the initial Senate, and they shall be bound by the procedures outlined above.

Section 5: Duties

a. President of the Senate

The President of the Senate shall preside at regular and special meetings of the Senate. He is empowered to call special meetings of the Senate.

The President of the Senate is an ex-officio member of all University academic committees and Standing Committees of the Senate. He shall appoint members of the Senate to fill unexpired terms on Senate Committees.

b. Vice President of the Senate

The Vice President of the Senate shall perform all of the duties of the President in the absence or incapacity of the President. The Vice President of the Senate shall succeed to the office of the President of the Senate in the event that that office should become vacant during the term of the President. The President of the Senate may delegate to the Vice President his seat on any of the University academic committees and special committees of the Senate.

c. Implementation Officer

The Implementation Officer shall follow through, and monitor, all matters and actions which the President of the Senate assigns to him to investigate.

d. Recording Secretary of the Senate

The Recording Secretary of the Faculty Senate shall notify Senate members of all meetings, regular and special; issue the agenda; and keep the minutes.

e. Parliamentarian of the Senate

The Parliamentarian of the Senate shall rule on all parliamentary matters, according to the latest edition of Robert's Rules of Order and this Constitution and its By-Laws.

Section 6: Officers and Executive Council of the Senate

The Officers of the Senate shall be the President, Vice President, Implementation Officer, Recording Secretary, and Parliamentarian. However, the Senate may elect additional officers provided that:

- a. the duties and responsibilities of the above mentioned officers are not duplicated, and
- b. the Senate, at a regular meeting and by majority vote, approves the creation of the new office or offices.

The life of the new office or offices may be for a given time period.

Section 7: Meetings

The regular meeting of the Faculty Senate will be on the second and fourth Tuesday of each month, at 3:15 p.m., except during

the months of the summer recess. The Executive Council of the Faculty Senate may change the day and/or time of the regular Faculty Senate meeting if the second and/or fourth Tuesday of the month:

- a. occurs on an academic holiday,
- b. occurs after the last regular day of classes during the semester,
- c. occurs during final examinations.

The change must be announced at the previous regular meeting. The re-scheduled time must occur as close as possible to the second and/or fourth Tuesday of the month where the change is needed.

Section 8: Non-Members' Right to Speak at Senate Meetings

Non-members of the Senate (this definition of non-members does not include ex-officio members of the Senate) shall not be granted permission to address the Senate unless specifically granted as follows:

- a. the non-member shall be allowed to address the full Senate in order to present a one-minute statement as to the nature of the problem. The Senate shall decide by majority vote whether to grant the non-member the privilege to speak;
- b. notwithstanding, a Senator may request the chair to recognize a non-member for the purpose of addressing the Senate;
- c. if the Senate in (a) above votes in the negative, the non-member may request in writing, within five (5) days after this denial, to the Executive Council of the Senate to be placed on the agenda of the next regular meeting.

Section 9: Summer Operations

During the summer recess, the Executive Council of the Faculty Senate shall hold regular monthly meetings and shall act in place of the full Senate. If any member of the Executive Council, other than the President of the Faculty Senate, will not be available during the summer recess, the Senate shall elect an alternate. This election shall take place during the last regularly scheduled meeting for the academic year, and the candidate shall be from the Senate membership.

The above provisions do not apply to alternates for the President. If the President should not be available during the summer recess, the Vice President of the Senate shall serve as the President of the Executive Council.

The usual Faculty Senate representative on administrative bodies shall be maintained throughout the summer recess by the regular representative or his/her alternate.

The Executive Council is responsible for determining the requirements for selecting alternate members to the Executive Council for the summer recess. It shall report the findings to the Faculty Senate not later than one full week preceding the last regular meeting of the Faculty Senate for the academic year.

At the first regular meeting of the Faculty Senate in the fall semester, the Executive Council shall give a full report of its action during the summer operations.

Section 10: Replacement/Removal/Recall of the Officers of the Faculty Senate

- a. A Faculty member eligible to vote in the election of an Officer of the Faculty shall notify the Vice President for Academic Affairs, and the Faculty Senate members, of his intention to circulate a recall petition. This notification shall state in brief terms the reasons for the recall action.
- b. The Vice President for Academic Affairs will notify the Faculty of the intended recall petition and state the reasons given for the petition to recall.
- c. The recall petition will be circulated by those initiating the recall action. The top of each sheet heading a list of signatures for recall action shall contain a statement of the reasons for recall.
- d. The dated signatures of at least twenty (20) percent of those eligible to vote as specified in the Constitution and By-Laws of the Faculty of Morgan State University shall require the initiation of a recall election. The person charged in a recall petition shall have an opportunity to respond in writing to the Vice President for Academic Affairs, and the hearing of the officer charged shall follow "due process."
- e. A majority vote of those eligible to vote and voting will be sufficient to recall any officer of the Faculty.

- f. If any officer of the Faculty is recalled, the Vice President for Academic Affairs shall call a special meeting of the University Faculty for the purpose of electing a replacement.

Section 11: Replacement/Removal/Recall of Senators for Incomplete Terms

- a. When a Senator fails to complete his/her full term of office for any reason, i.e., illness, removal, resignation, etc., the Dean of the School shall authorize his/her Faculty to elect a new Senator. This replacement Senator shall meet the requirements as set forth in Article II of the University Faculty Constitution and Article IV, Section 1 of these By-Laws for eligibility to the Senate.
- b. A Faculty member eligible to vote in the election of a Senator may initiate a recall petition for that Senator. The Faculty member shall notify the Chairman of the Department, the President of the Senate, and the Dean of the School, of his intention to circulate a recall petition. This notification shall state in brief terms the reasons for the recall petition.
- c. The Dean of the School represented by the Senator shall notify the Faculty of the Department of the intended recall petition and state the reasons for the petition to recall.
- d. The recall petition will be circulated by those initiating the recall action. The top of each sheet heading a list of signatures for recall action shall contain a statement of the reasons for recall.
- e. The dated signatures of at least ten (10) percent of those eligible to vote as specified in the Constitution and By-Laws of the Faculty of Morgan State University shall require the initiation of a recall election.
- f. A majority vote of those eligible to vote and voting will be sufficient to recall the Senator.
- g. If any Senator is recalled, the Dean of the School shall call a special meeting of the affected department for the purpose of electing a replacement.
- h. The Chairman of the Department or constituent unit shall send the name of the replacement in writing to the President of the Faculty Senate within three (3) days after the election. The replacement Senator shall take office at the next official meeting of the Senate.

1. The term of the newly elected Senator shall be for the duration of the replaced Senator, but his replacement of a Senator shall not prejudice his eligibility for re-election to a full term.

Article v: Standing Committees

1. Committee on Committees

The Faculty shall elect the nine (9) members of the Committee on Committees, of whom not more than one (1) member shall come from any single department. Each School with a faculty shall have at least one (1) member. No School shall have more than four (4). These members shall serve terms of one (1) year and shall be elected at the first Faculty Meeting of the fall semester of each academic year. No member of the Committee on Committees may, at the same time, serve as the Chairman of another Standing Committee.

2. Standing Committees

The following "oversight" committees (which recommend policies for improving committee structure and performance) are additional standing committees of the Faculty. The Faculty may dissolve any of these additional standing committees and may establish new ones.

- a. General Committee on Educational Affairs

Jurisdiction: Admissions, Instructional Procedures, Honors Program, Course Scheduling and Registration, Academic Advising, Innovative Programs, Curricula and Changes, Research, Libraries and Instructional Aids.

Objectives: To maintain and to strengthen further all academic programs; to review and revise curricula.

- b. General Committee on Faculty Affairs

Jurisdiction: Selection, Development and Retention of Faculty, Salary-Tenure-Promotion, Welfare, Faculty Rights and Responsibilities.

Objectives: To review and recommend policies pertaining to Faculty protection, security, employment, morale and academic freedom.

c. General Committee on Student Affairs

Jurisdiction: Financial Aids, Scholarships, Counseling, Conduct, Health, and Safety Programs.

Objectives: To review student organizations on campus, resident life and extracurricular activities, and students' concern in the community (immediate and larger).

d. General Committee on Campus Affairs

Jurisdiction: Budget and Fiscal Matters, Physical Plans, Alumni and Community Relations, Public Relations, Press (publications), Police-Community Relations, Human Relations, Fund Raising Programs, Inter-collegiate Programs.

Objectives: To review and recommend policies and regulations affecting the total campus of the University.

e. General Committee on Assessment and Evaluation

Jurisdiction: Inter-programmatic Impacts; Review of Program Objectives, Management System, and Evaluative Procedures.

Objectives: To establish and maintain effective standards for continuous program reviewing and monitoring, assessing and evaluating.

f. General Committee on Intermediary and Long Range Planning

Jurisdiction: Review of Projected Physical Plant, Resources, Programs, Personnel, Fiscal, and Community Outreach Needs and Commitments.

Objectives: To research information with regard to future structure, organization and projected operation for effective use.

g. General Committee on the Use of University Resources

Jurisdiction: Human Resources, Equipment, Supplies, Facilities, Use of Time, Modernization.

Objectives: To optimize use of human resources, campus facilities, supplies, maintenance and operation.

h. General Committee on Adjudication and Grievance

Jurisdiction: Review of the constitutionality of policies and actions of the Faculty and Administration of Morgan State University, and of grievance decisions between Faculty members, and Faculty and Administration.

Objectives: To review actions, policies, and procedures, in light of their constitutionality.

Article VI: University-Wide Faculty Meetings

Procedures for Developing and Circulating Agenda for Faculty Meetings:

In accordance with Article III, Section 2 of this Constitution, the procedure for developing and circulating agenda for Faculty meetings is as follows:

1. Development of Agenda

- a. The Vice President for Academic Affairs and the President of the Senate and the Executive Council of the Senate shall develop the agenda for the Faculty meeting.
- b. The parties in (a) above shall notify all Faculty members at least fifteen (15) days prior to proposed meeting for the purpose of receiving items for the agenda. All agenda items must be received by the parties in (a) above no less than forty-eight (48) hours prior to the scheduled meeting day.
- c. The parties in (a) above shall solicit agenda items from Morgan administrative officers in the same manner as prescribed in (b) above.

2. Circulation of Agenda

The President of the Senate and the Executive Council of the Senate shall circulate this proposed agenda as follows:

- a. one copy to each Faculty member;
- b. one copy to each Senator;
- c. one copy to the Dean of each School;
- d. one copy to the President of the University;

- e. one copy to the Vice President for Academic Affairs;
- f. one copy to all other appropriate individuals (appropriate individuals for these purposes are defined as those persons submitting agenda items and/or who will be presenting an item on the agenda for discussion).

Article VII: Evaluation of Chairpersons and Other Administrative Officers

Section 1: President

The Faculty shall participate in the formulation of an instrument for the evaluation of the President as provided for by the Policies and Procedures of the Board of Regents.

Section 2: Vice Presidents, Deans, Associate Deans, Assistant Deans and Academic Directors

The Faculty shall participate in the formulation of instruments for the periodic evaluations of the Vice Presidents, Deans, Associate Deans, Assistant Deans, and Academic Directors under the direction of the Office of the President of the University. The results of these evaluations shall be submitted to the Office of the President.

Section 3: Department Chairpersons

- a. A Senate Evaluation Committee, elected by the Senate, composed of at least three (3) tenured faculty members, shall prepare an instrument for the evaluation of the Department Chairpersons.
- b. This instrument shall be submitted to the Faculty Senate for approval. Upon approval of the Senate, the recommended instrument shall be forwarded to the President for final approval.
- c. The evaluation shall be conducted by a Departmental Evaluation Committee composed, whenever possible, of at least three (3) tenured department members, and completed by April 1.
- d. The Departmental Evaluation Committee shall submit the results of the evaluation to the Department Faculty for review and recommendation. The recommendation of the Department Faculty shall be forwarded to the President through the appropriate Dean and the Vice President for Academic Affairs.

- e. Students shall participate in the evaluation of Chairpersons. Departments of ten or less faculty shall have one student evaluator; departments of more than ten but less than twenty-one faculty members shall have two student evaluators; departments of twenty-one or more faculty members shall have three student evaluators.
- f. The Faculty members of a given Department may initiate a call for the evaluation of the Chairperson. The intent to evaluate a Chairperson may be made known as a result of a majority vote on any motion duly moved and seconded at any official departmental meeting or as a result of a petition signed by a majority of the eligible Faculty members of the Department.

Article VIII: The Adjudication Committee

Section 1: Composition of the Adjudication Committee

Each School with Academic Departments shall have two (2) representatives which they have elected from their eligible Faculty. The Faculty Parliamentarian shall serve as Chairman.

Section 2: Term of Office

The term of office for each committee member shall be three (3) years. Terms of committee members from the same school will not coincide. At its first meeting, the Committee shall determine the length of each member's initial term. Should a committee member be unable to complete his/her term of office, the school which he/she represents shall elect a new member to serve the remainder of the term.

Article IX: Academic Freedom and Faculty Responsibility

The Faculty reaffirms its acceptance of and commitment to the "1940 Statement of Principles on Academic Freedom and Tenure, and 1970 Interpretive Comments," together with the following additional principles of the American Association of University Professors:

1. "Academic Freedom and Tenure in the Quest for National Security" (1956; 1958)
2. "Statement on Procedural Standards in Faculty Dismissal Proceedings" (1958)
3. "The Standards for Notice of Nonreappointment" (1964)
4. "Committee a Statement on Extramural Utterances" (1964)

5. "On Preventing Conflicts of Interest in Government-Sponsored Research at Universities" (1965)
6. "Statement on Government of Colleges and Universities" (1966)
7. "Statement on Professional Ethics" (1966)
8. "Statement on Recruitment and Resignation of Faculty Members" (1961)
9. "A Report from Committee B: Late Resignation and Professional Ethics" (1966)
10. "Joint Statement on Rights and Freedoms of Students" (1967)
11. "Report on Retirement and Academic Freedom" (1968)
12. "The Role of the Faculty in the Accrediting of Colleges and Universities" (1968)
13. "Statement on Professors and Political Activity" (1969)
14. "Report of the Special Committee on Academic Personnel Ineligible for Tenure" (1969)
15. "Statement on Instructional Television" (1969)
16. "Statement of Principles on Academic Retirement and Insurance Plans" (1969)
17. "Student Participation in College and University Government: A Report of Committee T" (1970)
18. "A Statement of the Association's Council: Freedom and Responsibility" (1970)
19. "Statement on Faculty Workload" (1970)
20. "Procedural Standards in the Renewal or Nonrenewal of Faculty Appointments" (1971)
21. "Faculty Appointment and Family Relationship" (1971)
22. "1972 Recommended Institutional Regulations on Academic Freedom and Tenure" (1972)
23. "On Institutional Problems Resulting from Financial Exigency: Some Operating Guidelines" (1972)

24. "Faculty Participation in the Selection and Retention of Administrators: A Report of Committee T" (1972), (Volume 58, No. 2, Summer, 1972, pp. 173-174).

Article X: Amendments

These By-Laws may be amended by a two-thirds (2/3) vote of eligible Faculty members present and voting at a duly impaneled meeting of the Faculty, provided that:

1. the proposed change, modification, or deletion has been submitted as an agenda item in the manner set forth in Article VI of these By-Laws,
2. the proposed change has been circulated to the entire Faculty in writing not fewer than thirty (30) days prior to the convening of the meeting. Circulation shall be by United States mail, and
3. the proposed change must be finally approved by the Board of Regents.

Article XI: Ratification

These By-Laws shall be ratified by the Faculty after the adoption of the Constitution. A majority vote of eligible Faculty members present shall be necessary for ratification.